



STATE OF WASHINGTON  
DEPARTMENT OF FINANCIAL INSTITUTIONS  
DIVISION OF CONSUMER SERVICES

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**2003 CONSOLIDATED ANNUAL REPORT  
CHECK CASHERS AND CHECK SELLERS**

**General Instructions:** This report covers the period from January 1, 2003 through December 31, 2003. All licensees must file a report, consolidating all branch offices. Please examine the form before beginning. Please note the report below and worksheet differ from those used in recent years. There are two parts to the report. All licensees must complete the report below and an annual assessment worksheet and make all appropriate annual assessment payments. Annual Assessment checks should be made payable to the Washington State Treasurer. All licensees must fill out and answer questions in the consolidated annual report form below. Many questions in the second section of the form will be apply only to those licensees with small loan endorsements offering so called "payday loans." In the second section of the report you will see question #9 about utilization of a "payment plan." Recent changes to chapter 31.45 RCW allow borrowers, after four consecutive loans, to agree with payday lenders to a payment plan. This question seeks to measure the use of such plans. Please type or prepare the report in ink. When preparing the report, do not change captions. Report all dollar amounts in whole dollars. If an amount is zero, enter -0-. Do not leave blanks. Before mailing, please check thoroughly for omissions and discrepancies, and see that the report is signed and notarized on the last page. Contact Mr. W. Kwadwo Boateng (360) 902-8725 or Mr. Whittier Johnson (360) 902-8755 with questions, or e-mail to [DCS@dfi.wa.gov](mailto:DCS@dfi.wa.gov) for further assistance.

**Please return the completed report and worksheet for delivery by April 15, 2004, to this office per letterhead above. You should include this questionnaire with your annual assessment report and worksheet.**

1. Licensee's name as shown on its license: \_\_\_\_\_
2. Licensee's Washington License Number: **\_530-**\_\_\_\_\_
3. The requested information is for the period January 1, 2003 through December 31, 2003; if the business was in operation for less than a full 12-month period, give the starting date: \_\_\_\_\_
4. Total number of Washington locations operating under this license during 2003: \_\_\_\_\_  
(Include locations that were licensed at any point during 2003, even if that location has since closed)
  - a. Total number of employees in Washington locations as of December 31, 2003: \_\_\_\_\_
  - b. Total annual payroll in 2003 for employees in Washington: \_\_\_\_\_  
(Do not include salary, wages or commissions not associated with check cashing/selling, small loan business.)
5. Type of activity conducted (mark all that apply):
  - ☐ Regular Check Cashing (payroll checks, government checks, etc.)
  - ☐ Regular Check Selling (money orders, travelers' check, etc.) ☐ As an agent for: \_\_\_\_\_
  - ☐ Small Loan Endorsement (Small loans, payday loans; cash advance; payroll advance, delayed deposit)
6. Is your record keeping system computerized? \_\_\_\_\_ Yes \_\_\_\_\_ No
7. If you keep records on computer, what is the name of the software program and the vendor?  
\_\_\_\_\_

*(To be completed by all licensees. Column A is for regular check cashing/selling business. Column B is for Small loans transactions/payday loans.)*

Part Two	Column A (Regular Check Cashing or Check Selling Activity)	Column B (Small Loan Endorsement/ Payday loans)	Column C
8. Total number and dollar amount of undeposited checks held at December 31, 2003:	#	#	
	\$	\$	
9. Total number and dollar amount of small loans held in the payment plan at December 31, 2003:	////////////////////	#	
	////////////////////	\$	
10. Total number and dollar amount of returned (NSF) checks held at December 31, 2003:	#	#	
	\$	\$	
11. Total number and dollars (face amount) of checks cashed during the period:	#	#	
	\$	\$	
12. Total dollar amount of fees collected for checks cashed during the period:	\$	\$	
13. Total number and dollar (face amount) of checks sold during the period:	#	#	
	\$	\$	
14. Total dollar amount of check selling fees collected during the period:	\$	////////////////////	
14. Total number and dollar amount of returned (NSF) checks during the period:	#	#	
	\$	\$	
14. Total dollar amount of additional fees collected for returned (NSF) checks:	\$	\$	
15. Total dollar amount of charge offs (losses), net of recoveries:	\$	\$	
16. Total dollar amount of net income (before taxes) earned under the the check cashers and sellers act :			\$

**Report all dollar amounts in whole dollars.**

*(To be completed only by licensees conducting" payday loan" transactions)*

17. Total customer base at the beginning of the reporting period: \_\_\_\_\_

18. Total customer base at the end of the reporting period (adding all new customers to the above number): \_\_\_\_\_

19. Total number of customers using the licensee's small loan "payday loan" service during the reporting period: \_\_\_\_\_

20. Please complete the following schedule with regard to the total number of customers and their usage of your Small Loan Endorsement/Payday loan service during the reporting period.

Customer Usage	Number of <u>Customers</u> securing a “payday loan” in the year
1 time	
2 times	
3 times	
4 times	
5 times	
6 times	
7 times	
8 times	
9 times	
10 times	
11 times	
12 times	
13 times	
14 times	
15 times	
16 times	
17 times	
18 times	
19 times	
20 times	
21 times	
22 times	
23 times	
24 times	
25 times	
26 times	
27 or more times	
Total (must agree with question 18)	

Please complete the following schedules for all Small Loan Endorsement/Payday loan transactions made during the period.

21. Distribution of Transactions

	Face Amount of the Check	Number of "payday loan" Transactions
a.	\$100 or less	
b.	\$101 to 200	
c.	\$201 to 300	
d.	\$301 to 400	
e.	\$401 to 500	
f.	\$501 to \$700	
	Total	

22. Term of Transactions

	Term (days)	Number of "payday loan" Transactions
a.	1 to 7	
b.	8 to 14	
c.	15 to 21	
d.	22 to 28	
e.	29 or more	
	Total	

23. What is the maximum term (in days) that you will delay deposit of a customer's check, according to your company's policy?  
NOTE: Do not give the statutory limit, but rather your company's standard policy for maximum loan periods. \_\_\_\_\_ days

24. Does your company use a service to verify a customer's use of other Small Loan Endorsement/Payday lending companies?  
Yes \_\_\_\_\_ No \_\_\_\_\_

If you answered "Yes" to #24 above, complete a. through d., below.

a. Is the verification service used for every transaction? Yes \_\_\_\_\_ No \_\_\_\_\_

b. On what percentage of transactions is the service used? \_\_\_\_\_%

c. What is your cost per inquiry? \$ \_\_\_\_\_

Note: If you are charged a flat monthly fee, please give a best estimate of your average cost per inquiry.

d. What is your company's policy if the service is showing customer use of other "payday lending" companies?

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Person to contact with any questions about this report:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Affidavit:**

State of \_\_\_\_\_ County of \_\_\_\_\_

I, \_\_\_\_\_ (print name), the undersigned being the \_\_\_\_\_ ( title)  
of the company \_\_\_\_\_ (name of licensee) ,  
swear or affirm that, to the best of my knowledge and belief, the information and statements contained in this report,  
including the accompanying schedules, are true and complete.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2004

Notary public: \_\_\_\_\_ My commission expires: \_\_\_\_\_